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*To ensure access to high-quality,
patient-centered, cost-effective health
care to Los Angeles County residents
through direct services at DHS facilities
and through collaboration with
community and university partners.*



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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

17 November 13, 2012

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

November 13, 2012

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF AMENDMENT TO AGREEMENT WITH JWCH INSTITUTE,
INC. FOR HOMELESS SOCIAL SECURITY INCOME/SOCIAL SECURITY
DISABILITY INSURANCE DEMONSTRATION PROJECT
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Approval of amendment to increase the maximum obligation of the Agreement with JWCH Institute, Inc. for medical, mental health and case management services for the demonstration project known as Benefits Entitlement Services Team for the Homeless.

IT IS RECOMMENDED THAT THE BOARD:

1. Authorize the Director of Health Services (Director), or his designee, to execute Amendment No. 3 to Agreement No. H-704150 with JWCH Institute, Inc. (JWCH), effective on execution, to increase the maximum obligation of the Agreement by \$450,000, for a revised total maximum obligation of \$3,160,000 for the continued provision of medical, mental health and case management services to homeless individuals who seek assistance in obtaining Supplemental Security Income (SSI) and/or Social Security Disability Insurance (SSDI) benefits as participants in the Benefits Entitlement Services Team (BEST) Project.

2. Delegate authority to the Director, or his designee, to execute an additional amendment increasing the maximum obligation by no more than \$450,000, for a revised total maximum obligation of \$3,610,000, contingent upon available funding from federal, State, or County funding sources and subject to prior approval by County Counsel, with notice to the Board and the Chief Executive Office (CEO).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The current Agreement with JWCH for services in support of the BEST Project expires September 30, 2013, however the funding for this Agreement, provided through the County's Homeless Prevention Initiative (HPI), covered services only through September 30, 2012. JWCH has subsequently accrued savings through staff vacancies that have allowed continuation of services through mid-November, 2012 with the existing funding.

Approval of the first recommendation will allow the Director, or his designee, to execute an amendment (substantially similar to Exhibit I) to increase the Agreement's maximum obligation by \$450,000 for a total maximum obligation of \$3,160,000, to cover program services at a reduced level from the date of Board approval through the end of the contract period on September 30, 2013. As HPI funds are no longer available, Department of Health Services (DHS) is providing the funding for this period.

Approval of the second recommendation will allow the Director, or his designee, to execute an additional amendment increasing the maximum obligation by no more than \$450,000, for a revised total maximum obligation of \$3,610,000, contingent upon available funding from federal, State, or County funding sources and subject to prior approval by Counsel, with notice to your Board and the Chief Executive Office. This will allow the Department to incorporate other funds should they become available to restore full project capacity for the remainder of the contract period, from date of Board approval through September 30, 2013.

According to the Los Angeles Homeless Services Authority's 2011 Homeless Count, Los Angeles County has approximately 51,000 homeless individuals. Of these, 55 percent report having a disabling condition. However, many of these individuals do not receive SSI/SSDI benefits or have had their applications denied. A primary barrier to homeless individuals receiving benefits to which they are otherwise entitled is their inability to document their disabilities. The services provided by JWCH, through the BEST Project, identify homeless individuals who may be entitled to SSI/SSDI benefits and provide health and mental health services through a multidisciplinary team approach. The team consists of a physician and psychiatrist with expertise in providing care to the homeless individual while identifying and documenting disabilities, outreach staff, and case management staff who coordinate services needed to engage and maintain the stability of participants during the benefits application process. The program also facilitates retrieval of past medical and mental health records to support participants' SSI/SSDI applications and links patients to medical homes.

From its inception in December 2009, the BEST Project has provided services to 1,572 homeless individuals and submitted 1,014 SSI/SSDI applications. Of the 905 applications for which decisions have been received, 801 have been approved, for an 89 percent SSI/SSDI approval rate. Based on this outstanding performance, in April 2011 the B.E.S.T. Project received the highest award granted by the Social Security Administration - Region IX, a Regional Commissioner's Citation.

DHS conducted a cost avoidance study of the first two years of participants in the project that received their SSI/SSDI benefits and found a 53 percent decline in emergency room visits and a 63 percent decline in inpatient admissions in the 12 months after receiving SSI benefits, compared to

the 12 months prior to receipt of SSI benefits.

Through the end of the contract period, the BEST project will continue to provide these services to a reduced caseload of homeless individuals and will also work to disseminate its model throughout LA County through training sessions on documenting disabilities for clinicians at DHS facilities, Community Partner clinics, Department of Public Social Services General Relief Disability Assessment and Comprehensive Evaluation contractors, and Department of Mental Health directly operated and contracted clinics.

Implementation of Strategic Plan Goals

The recommended actions support Goal 3, Integrated Service Delivery, of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The maximum obligation for the Agreement with JWCH is increased by \$450,000 to cover BEST Project costs at a reduced level, from the date of Board approval through September 30, 2013.

Funding for this Amendment consists entirely of DHS funds and is included in the Health Services Administration Fiscal Year 2012-13 Final Budget and will be requested in future fiscal year as needed.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On September 15, 2009, the Board approved an Agreement with JWCH to implement the Homeless SSI/SSDI Demonstration Project, subsequently called the BEST Project, for the period October 1, 2009 through September 30, 2011. The Agreement was subsequently amended on October 11, 2011, extending the term for two years through September 30, 2013 and to increase the maximum obligation by \$910,000 to cover costs for the first year of the two year extension, through September 30, 2012.

Under the Agreement, JWCH provides outreach to homeless individuals living on the streets and in shelters; primary health care, mental health services, and case management services provided by a multidisciplinary team focused on documenting eligibility for disability benefits; coordination of the SSI application process; and acquisition of past health and mental health records to ensure submission of a thorough application. While enrolled, participants are frequently helped to obtain identification documents, birth certificates, referrals to specialty care, permanent housing resources, transportation, and assistance with reuniting with family members.

County Counsel has approved Exhibit I as to form.

CONTRACTING PROCESS

Not applicable.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommendations will ensure the continued provision of SSI/SSDI benefits assistance to the County's mentally and physically disabled homeless individuals.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mitchell Katz". The signature is written in a cursive, flowing style.

Mitchell H. Katz, M.D.
Director

MKH:vg

Enclosures

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors

Contract No. H-704150-3

**CASE MANAGEMENT SERVICES AGREEMENT
FOR THE BENEFITS ENTITLEMENT SERVICES TEAM (BEST) PROJECT**

AMENDMENT NO. 3

This AMENDMENT is made and entered into this _____ day of
_____, 2012,

by and between COUNTY OF LOS ANGELES
(hereafter "County"),

and JWCH INSTITUTE, INC.
(hereafter "Contractor").

WHEREAS, reference is made to that certain document entitled "The Homeless Social Security Disability Insurance/Supplemental Security Income Demonstration Project", dated September 15, 2009, and further identified as County Agreement No. H-704150 and all amendments thereto (hereinafter collectively identified as "Agreement");

WHEREAS, it is the intent of the parties hereto to amend the Agreement to increase the maximum obligation of County and modify the program budget; and

WHEREAS, the parties reserve the right to further amend this Agreement within the scope of the delegated authority granted to the Director of Health Services (Director), or his designee; and

WHEREAS, said Agreement provides that changes may be made in the form of a written amendment which is formally approved and executed by both parties.

NOW, THEREFORE, the parties agree as follows:

1. This Amendment shall be effective upon the date of approval by the County Board of Supervisors.

2. Exhibit B-3B, BILLING AND PAYMENT BUDGET schedule is attached hereto and incorporated into the Agreement by reference.

3. Agreement Paragraph 5.0, BILLING AND PAYMENT, Sub-paragraph 5.1, shall be amended to read as follows:

“5.1 Contractor shall be paid in accordance with the Billing and Payments Exhibits, Exhibit B-3, B-3A, and B-3B. During the term of this Agreement, September 15, 2009 through September 30, 2013, the maximum obligation of County for Contractor's performance hereunder shall not exceed Three Million, One Hundred and Sixty Thousand dollars (\$3,160,000).

The maximum obligation of the County for the Agreement may be increased by the Director, or his designee, in an amount not to exceed Four Hundred and Fifty Thousand dollars (\$450,000) during the term of this Agreement, contingent upon available funding from federal, State, or County funding sources and subject to prior approval of County Counsel, with notice to the County Board of Supervisors and Chief Executive Office. The additional funding, if determined to be appropriate in the sole discretion of the Director, will be added through a written amendment.”

4. Except for the changes set forth hereinabove, Agreement shall not be changed in any respect by this Amendment.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be executed by its Director of Health Services, and Contractor has caused this Amendment to be executed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____
Mitchell H. Katz, M.D.
Director of Health Services

JWCH INSTITUTE, INC.
Contractor

By _____
Alvaro Ballesteros, CEO

Printed Name

Title _____
(AFFIX CORPORATE SEAL)

APPROVED AS TO FORM
BY THE OFFICE OF THE COUNTY COUNSEL

BILLING AND PAYMENT

BUDGET

JWCH INSTITUTE, INC.

**HOMELESS SOCIAL SECURITY DISABILITY INSURANCE/SUPPLEMENTAL
SECURITY INCOME DEMONSTRATION PROJECT (DP)**

BUDGET PERIOD

Date of Board Approval through September 30, 2013

PROGRAM BUDGET

Salaries and Employee Benefits	\$ 380,000
Services and Supplies	\$ 15,000
Contractual	\$ 0
Indirect Cost	<u>\$ 55,000</u>
TOTAL BUDGET	\$ 450,000